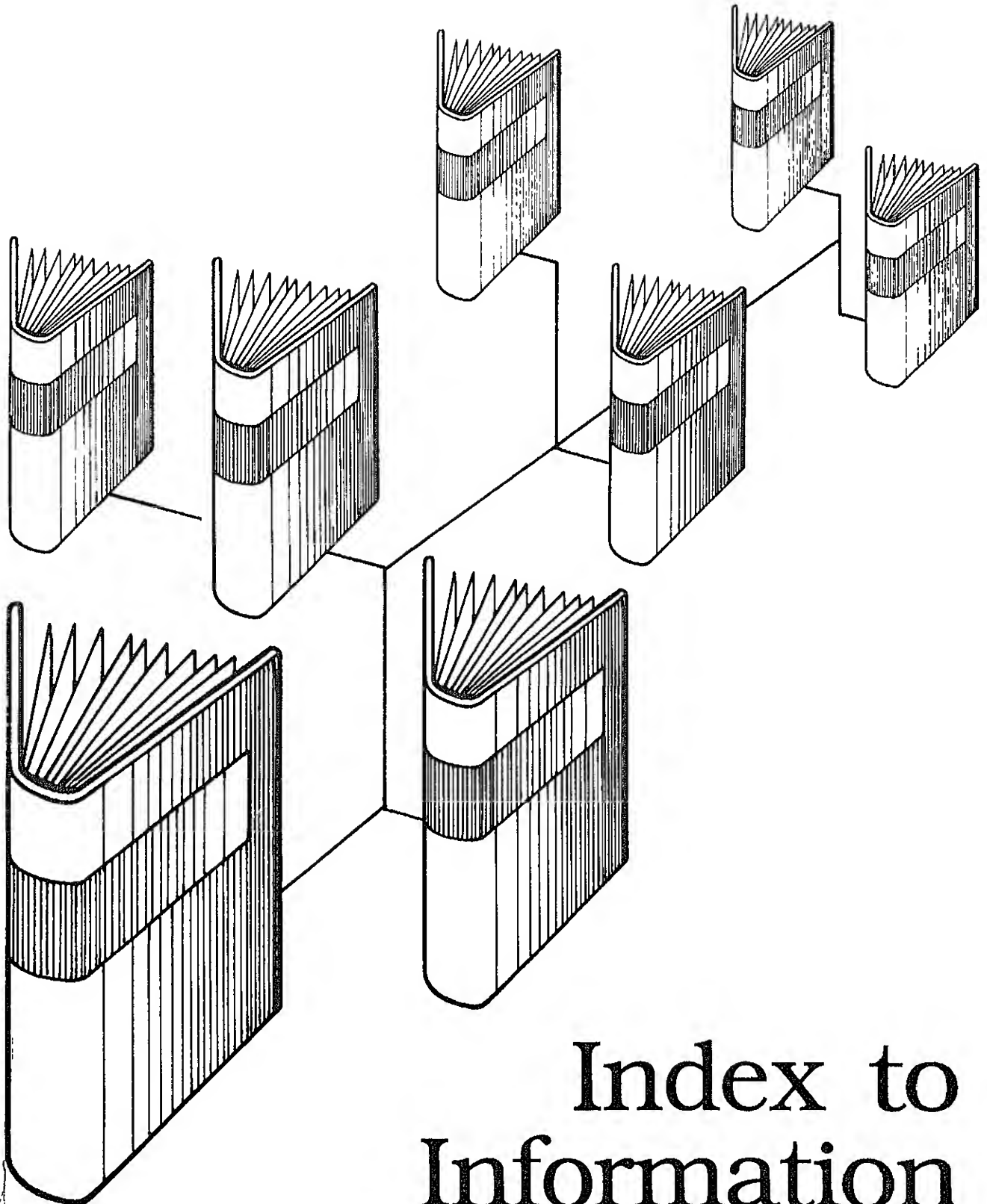


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United States
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INTRODUCTION

This index of U.S. Office of Personnel Management information includes, but is not limited to, information required to be made available under the Freedom of Information Act, 5 U.S.C. §552(a)(2). Many of the publications included in the Index were issued by the U.S. Civil Service Commission and former groups or offices within the U.S. Office of Personnel Management.

Each entry names the issuing office, whether in the old Civil Service Commission or in a former office or group in the Office of Personnel Management. The group or office listed in brackets may be contacted for further information on individual items. Written requests should be directed to the group or office noted in the entry, at the following address:

U.S. Office of Personnel Management
1900 E Street, N.W.
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For publications available from OPM regional and area offices, see pages ii-vi of the Index for addresses.

For publications available from the U.S. Government Printing Office and the National Technical Information Service (NTIS), see page vii of the Index for addresses. .

Most of the publications listed in the Index may be consulted in the OPM Library. Additional copies of the Index are available by written request to the Internal Distribution Subunit, Room B443, U.S. Office of Personnel Management, 1900 E Street, N.W., Washington, D.C., 20415-0001.

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Seattle, Washington 98174

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Federal Job Information Center
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PUBLISHERS' ADDRESSES

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National Technical Information Service (NTIS)
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Operations Division
5285 Port Royal Road
Springfield, Virginia 22161

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- 12-1 Function statements.
- 12-2 Authorities and delegations manual.
- 16-1 How to prepare materials for the Director.
- 20-1 The OPM personnel manual.
- 31-1 Budgeting and financial management.
- 32-1 Work reporting and cost analysis.
- 33-1 Accounting and fiscal procedures.
- 34-1 Preparation, audit, and certification of payroll.
- 35-1 Official travel and transportation of household goods.
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- 53-1 Telephones and telecommunications.
- 54-1 Forms management.
- 54-2 Reports management.
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